



# TOWN OF LAUDERDALE-BY-THE-SEA

## ROUNDTABLE ITEM REQUEST FORM

**Town Commission**

Department Submitting Request

**Scot Sasser**

Mayor/Commissioner Name

<u>Roundtable Meeting Dates</u>	<u>Last date to turn in to Town Clerk's Office</u>	<u>Roundtable Meeting Dates</u>	<u>Last date to turn in to Town Clerk's Office</u>	<u>Roundtable Meeting Dates</u>	<u>Last date to turn in to Town Clerk's Office</u>
<input type="checkbox"/> ***** 2010	***** (**** p.m.)	<input type="checkbox"/> ***** 2010	***** (**** p.m.)	<input type="checkbox"/> ***** 2010	***** (**** p.m.)
<input type="checkbox"/> ***** 2010	***** (**** p.m.)	<input type="checkbox"/> ***** 2010	***** (**** p.m.)	<input type="checkbox"/> ***** 2010	***** (**** p.m.)
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<input type="checkbox"/> ***** 2010	***** (**** p.m.)	<input type="checkbox"/> ***** 2010	***** (**** p.m.)	<input type="checkbox"/> ***** 2010	***** (**** p.m.)

**ITEM DESCRIPTION:**

Discussion on getting mail, correspondence, answers and updates via email rather than paper.

**SPECIAL NOTES:**

I think utilizing town email for correspondence will be much more efficient, green and cost effective.

Town Attorney review required

☐ Yes ☐ No

Town Manager's Initials: \_\_\_\_\_

